



INTERNATIONAL UNIVERSITY OF SARAJEVO  
INTERNACIONALNI UNIVERZITET U SARAJEVU

**No: IUS-SENATE-11-1844-2/23**

**PROCEDURE**  
**ON ACADEMIC APPOINTMENTS AND PROMOTION**  
**IN ARTISTIC FIELDS**  
**AT THE INTERNATIONAL UNIVERSITY OF SARAJEVO**

**June 2023**

*In accordance with the Article 61, paragraph (1), point (d) and in conjunction with the Article 116 of the Law on Higher Education ("Official Gazette of the Canton of Sarajevo", number 36/22), following the implementation of the Article 192, paragraph (1) item 9) and the Article 133 of the Statute, No. IUS-SENATE-11-1720/2023, the Senate of the International University of Sarajevo, on its 164th session held on June 27th, 2023, adopted the following*

## **PROCEDURE**

### **ON ACADEMIC APPOINTMENTS AND PROMOTION IN ARTISTIC FIELDS AT INTERNATIONAL UNIVERSITY OF SARAJEVO**

#### **Article 1 (Subject)**

- 1) The Procedure on academic appointments and promotion in artistic fields at the International University of Sarajevo:
  - a. defines the basic terms related to the appointment to artistic-teaching titles,
  - b. establishes general criteria for evaluating quantitative and qualitative conditions for the appointment to artistic-teaching titles,
  - c. determines general criteria for evaluating the list of relevant indexed and other scientific databases,
  - d. determines general criteria for evaluating recognized publications and other forms and results of artistic and scientific work of academic staff, and
  - e. determines the criteria, categorization, and evaluation of artistic works, and regulate other relevant issues of generally accepted standards related to the selection of academic positions.

#### **Article 2 (Definitions of terms)**

- 1) **Artistic field** means a set of artistic branches, i.e., narrower artistic fields dealing with related research activities.
- 2) **Demonstrated results in teaching** means positive evaluation of the academic staff's work activities, which must be carried out at the end of the teaching process in an academic year: lectures held at other universities, evaluation of the academician's engagement in the development of innovative curriculum and syllabi, interest of students to choose the teacher's subject, success in the advancement of junior scientific teaching and artistic teaching staff.
- 3) **Artistic area** refers to a broad cognitive domain principally concerned with the subjects of topics in artistic research and development.
- 4) **Artistic research work** refers to studies conducted in fields related to the arts, including art theory, and from which new artistic forms and works are produced.
- 5) **A significant contribution to the development of art and culture** includes active and successful participation in professional organizations important to the advancement of culture or a specific branch of the arts, as well as the creation and management of artistic endeavors.
- 6) **Publicly presented form of artistic creativity** refers to a work of art presented to the

general public whose quality and complexity have been evaluated through expert judgment.

- 7) **Publicly presented form of artistic creativity with international recognition** refers to publicly presented work whose quality has been verified by participation, awards, or recognitions at renowned art shows and festivals of international importance and also includes international recognition achieved for overall activity in a certain field of art.
- 8) **Recognition for successful activity in the relevant field of art** refers to awards or recognition achieved at relevant art shows and festivals awarded exclusively for the quality of the work of art or overall activity in a certain field of art, as well as invitations to participate in renowned shows and festivals of artistic creativity, and guest appearances at other academies and significant projects.
- 9) **A scientific article** means either a full length original scientific article, or a short original scientific article, or a review article, or a preliminary note, which has been published in either as recognized publication or in indexed relevant scientific databases. An abstract cannot be considered as a scientific article.
- 10) **Recognized publication** refers to publication listed in databases provided in Appendix 3.
- 11) **Publication indexed in relevant databases** refers to scientific publication in artistic fields listed in Scopus or Web of Science.
- 12) **A published book** means a thematically comprehensive and compact reviewed scientific, professional or artistic text in printed or electronic form which contains a permanent bibliographic indicator (ISBN) and focuses on a particular area in the field/related field of the applicant. In regard to the satisfaction of the stated meaning, an edited book can be also considered for academic appointment.

### Article 3

#### (Definitions of terms specific to the field of Architecture)

- 1) **Piece of architecture** means a qualitative work of art that has been recognized with an award or public recognition from a relevant and representative institution, organization, or professional association, i.e. published in recognized publications, as well as exhibited at relevant exhibitions. The quality of a piece of architecture is determined based on the following criteria: artistic level of the work, significance and influence of the work, and concrete artistic contribution of the author in the realization (responsible author, contributing author).
- 1) **Participation in an architectural competition** refers to an awarded, redeemed, or otherwise valorized piece of architecture at a domestic or foreign architectural or urban planning competition that was published and implemented by a relevant and representative institution, organization, or association.
- 2) **Recognition in the field of architecture** refers to awards given by a relevant and representative institution, organization, or association for contributions to art and architecture.
- 3) **Exhibition** means the public display of a piece(s) of architecture at a stand-alone or group exhibition that is organized by a reputable and representative institution, organization, or association, either domestically or internationally.

- 4) **Participating in the work of the jury** refers to a membership in a domestic or foreign architectural or urban planning competition conducted by a relevant and representative institution, organization, or association, following the regulations of the country in which it is conducted.
- 5) **Curatorial activity** involves selecting the architectural works to be displayed in a domestic or international exhibition that is carried on by a relevant and representative institution, organization, or association.

#### **Article 4 (Procedure)**

- 1) Procedure on Academic Appointments and Promotion in Artistic fields at International University of Sarajevo (hereinafter: Procedure) defines steps and criteria of internal evaluation for the purpose of academic promotion which precedes to the final Dynamic Plan of needs on publishing vacancy announcements to which consent has been given by the Board of Trustees.
- 2) Procedure is preferably aimed for the promotion, but it is equally applied, both for promotion (appointment to the higher academic title) and reappointment (appointment to the same academic title).
- 3) Positive outcome from the evaluation leads to the adoption of decision (related to publishing of vacancy announcement for academic position) which is currently occupied by applicant and start of a procedure for appointment to academic titles as defined by the Law on Higher Education of the Sarajevo Canton.
- 4) Academic staff member submits application for academic promotion **no later than six months** before the expiry of the current academic title. Failure to submit the application in a timely manner is deemed that academic staff member is not interested in academic promotion at IUS.
- 5) Upon submitting the application for academic promotion by academic staff member, the following steps will be carried out:
  - a. Dean's Office: Application file has to be submitted to the Dean's Office who will check it for formal completeness, specified format, and general compliance with the legal requirements. Within a month, the Dean fills the specific form for academic promotion (Appendix 1) and together with his/her opinion regarding the application delivers it to the Applicant and the Rector.
  - b. Rector's Office: The President of the Board of Trustees and Rector consider the application. It may be decided to engage internal/external evaluators for their opinion on academic production and achievements of an academic staff member who applied for promotion, in accordance with the set criteria. In that case, the evaluators are ~~expected~~ to be from the relevant field of promotion holding a same or higher academic title than the candidate is applying for. Within the two months from receiving the application, the opinion on the file should be provided.
  - c. Faculty Council and Senate: In the case of positive opinion given by the President of Board of Trustees and Rector, the official Dynamic Plan will be updated accordingly and vacancy for academic appointment can be announced.

- 6) In the case of Dean's rejection, the applicant can make an appeal for review directly to the Rector's office for further evaluation of the application and provide the opinion within two months.

#### **Article 5**

##### **(Criteria for academic appointment/promotion in artistic fields)**

- 1) Criteria for appointment to academic title are taken into account only if they arose in the time since the appointment to the last title.
- 2) Criteria for internal evaluation for academic promotions **in artistic fields** are directly related to conditions for academic appointment prescribed by the Law on Higher Education. They are divided into two categories: minimum legal requirements and additional criteria defined by the institution.
- 3) Table 1 below presents minimum criteria regarding appointments to artistic-teaching titles.
- 4) Additional criteria classified into two categories: teaching and service (i.e., social contribution and internationalization) are defined by the Rulebook on Academic Evaluation.
- 5) For appointment to the same or a higher title, during the period spent in the last academic appointment, academic staff needs to have an average grade score of 80 points in teaching and service (excess points cannot be used in computing the average score).
- 6) In the case the applicant does not satisfy the promotion criteria (i.e. either research, and/or teaching and service), the applicant can make a request to the Rector's office for extension of current academic appointment under conditions prescribed by the Statute.

**Table 1: Minimum conditions for appointment into artistic-teaching titles**

<b>Academic title / Field</b>	<b>Design</b>	<b>Fine Arts</b>	<b>Film and Drama</b>	<b>Architecture</b>
Assistant	<ul style="list-style-type: none"> <li>• a suitable degree of the first cycle of studies with at least 240 ECTS points or the corresponding VII degree of studies according to the pre-Bologna system of studies with a minimum average grade of 8 or 3.5</li> </ul>	<ul style="list-style-type: none"> <li>• suitable degree of the first cycle of studies with at least 240 ECTS points or the corresponding VII degree of studies according to the pre-Bologna system of studies with a minimum average grade of 8 or 3.5</li> </ul>	<ul style="list-style-type: none"> <li>• a suitable degree of the first cycle of studies with at least 240 ECTS points or the corresponding VII degree of studies according to the pre-Bologna system of studies with a minimum average grade of 8 or 3.5</li> </ul>	<ul style="list-style-type: none"> <li>• a suitable degree of the first cycle of studies with at least 240 ECTS points or the corresponding VII degree of studies according to the pre-Bologna system of studies with a minimum average grade of 8 or 3.5</li> </ul>
Senior Assistant	<ul style="list-style-type: none"> <li>• a suitable degree of the second cycle of study or completed postgraduate studies according to the pre-Bologna system of studies, with a minimum average grade of 8 or 3.5</li> <li>• one publicly presented form of artistic creativity</li> </ul>	<ul style="list-style-type: none"> <li>• a suitable degree of the second cycle of study or completed postgraduate studies according to the pre-Bologna system of studies, with a minimum average grade of 8 or 3.5</li> <li>• one publicly presented form of artistic creativity</li> </ul>	<ul style="list-style-type: none"> <li>• a suitable degree of the second cycle of study or completed postgraduate studies according to the pre-Bologna system of studies, with a minimum average grade of 8 or 3.5</li> <li>• one publicly presented form of artistic creativity</li> </ul>	<ul style="list-style-type: none"> <li>• a suitable degree of the second cycle of study or completed postgraduate studies according to the pre-Bologna system of studies, with a minimum average grade of 8 or 3.5</li> <li>• one publicly presented form of artistic creativity</li> </ul>
Assistant Professor	<ul style="list-style-type: none"> <li>• a suitable degree of the second cycle of study or</li> </ul>	<ul style="list-style-type: none"> <li>• a suitable degree of the second cycle of study or</li> </ul>	<ul style="list-style-type: none"> <li>• a suitable degree of the second cycle of</li> </ul>	<ul style="list-style-type: none"> <li>• a suitable degree of the second cycle of study or completed</li> </ul>

	<p>completed postgraduate study according to the pre-Bologna system of studies</p> <ul style="list-style-type: none"> <li>• three publicly presented forms of artistic creativity,</li> <li>• demonstrated results in teaching</li> </ul>	<p>completed postgraduate study according to the pre-Bologna system of studies</p> <ul style="list-style-type: none"> <li>• three publicly presented forms of artistic creativity</li> <li>• demonstrated results in teaching</li> </ul>	<p>study or completed postgraduate study according to the pre-Bologna system of studies</p> <ul style="list-style-type: none"> <li>• three publicly presented forms of artistic creativity</li> <li>• demonstrated results in teaching</li> </ul>	<p>postgraduate study according to the pre-Bologna system of studies</p> <ul style="list-style-type: none"> <li>• three publicly presented forms of artistic creativity</li> <li>• demonstrated results in teaching</li> </ul>
Associate Professor	<ul style="list-style-type: none"> <li>• degree of the second cycle of studies or completed post-graduate studies according to the pre-Bologna system of study</li> <li>• spent at least one elective period as assistant professor</li> <li>• five publicly presented forms of artistic creativity</li> <li>• recognition for successful work in the corresponding field of art</li> <li>• demonstrated results in teaching</li> </ul>	<ul style="list-style-type: none"> <li>• degree of the second cycle of studies or completed post-graduate studies according to the pre-Bologna system of study</li> <li>• spent at least one elective period as assistant professor</li> <li>• five publicly presented forms of artistic creativity</li> <li>• recognition for successful work in the corresponding field of art</li> <li>• demonstrated results in teaching</li> </ul>	<ul style="list-style-type: none"> <li>• degree of the second cycle of studies or completed post-graduate studies according to the pre-Bologna system of study</li> <li>• spent at least one elective period as assistant professor</li> <li>• five publicly presented forms of artistic creativity</li> <li>• recognition for successful work in the corresponding field of art</li> <li>• demonstrated results in teaching</li> </ul>	<ul style="list-style-type: none"> <li>• degree of the second cycle of studies or completed post-graduate studies according to the pre-Bologna system of study</li> <li>• spent at least one elective period as assistant professor</li> <li>• five publicly presented forms of artistic creativity, out of which at least three include pieces of architecture and participation in an architectural competition; recognitions for successful activity in the field of architecture</li> <li>• recognition for successful work in the corresponding field of art</li> <li>• demonstrated results in teaching</li> </ul>
Full Professor	<ul style="list-style-type: none"> <li>• degree of the second cycle of studies or completed postgraduate study according to the pre-</li> </ul>	<ul style="list-style-type: none"> <li>• degree of the second cycle of studies or completed postgraduate study according to the pre-</li> </ul>	<ul style="list-style-type: none"> <li>• degree of the second cycle of studies or completed postgraduate study</li> </ul>	<ul style="list-style-type: none"> <li>• degree of the second cycle of studies or completed postgraduate study according to the pre-Bologna system of study</li> </ul>

	<p>Bologna system of study</p> <ul style="list-style-type: none"> <li>• spent at least one elective period as an associate professor</li> <li>• eight publicly presented forms of artistic creativity that significantly contributed to the development of culture and art and contribution to the training of teaching and artistic staff</li> <li>• demonstrated results in teaching</li> </ul>	<p>Bologna system of study</p> <ul style="list-style-type: none"> <li>• spent at least one elective period as an associate professor</li> <li>• eight publicly presented forms of artistic creativity that significantly contributed to the development of culture and art and contribution to the training of teaching and artistic staff</li> <li>• demonstrated results in teaching</li> </ul>	<p>according to the pre-Bologna system of study</p> <ul style="list-style-type: none"> <li>• spent at least one elective period as an associate professor</li> <li>• eight publicly presented forms of artistic creativity that significantly contributed to the development of culture and art and contribution to the training of teaching and artistic staff</li> <li>• demonstrated results in teaching</li> </ul>	<ul style="list-style-type: none"> <li>• spent at least one elective period as an associate professor</li> <li>• eight publicly presented forms of artistic creativity out of which at least five include: pieces of architecture, participation in an architectural competition and recognition in the field of architecture, that significantly contributed to the development of culture and art and contribution to the training of teaching and artistic staff</li> <li>• demonstrated results in teaching</li> </ul>
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Notes: A candidate, who applies for the first time and has no experience in teaching, is obliged to give an introductory lecture in front of the selection committee.

Re-appointment is only possible if after the appointment period, publicly presented forms of artistic creativity is achieved. In the event that the candidate is selected for several branches within the artistic field of visual arts and visual communication design, it is possible to combine works from all three branches, in order for the candidate to meet the minimum requirements for promotion.

**Article 6**  
**(Categories for publicly presented works in artistic fields)**

- 1) Publicly presented works should be from one of the categories listed in Table 2.



**Table 2: Categories for publicly presented works (for all ranks)**

Field of design (For all positions)	Field of fine arts	Film, Drama	Architecture
<ul style="list-style-type: none"> <li>- Original design, artwork or animation</li> <li>- Article published in relevant databases or three short articles, critiques published in recognized domestic or international magazines or newspaper (print or digital issue)</li> <li>- Solo exhibition (1 solo exhibition is equal to 5 collective)</li> <li>- Project leader or part of the team for 3 projects (1 project leader is equal to 3 projects where a candidate took part)</li> <li>- Authoring an art book</li> <li>- Cross-media multidisciplinary project that cannot be evaluated only in one artistic area and belong to other artistic areas</li> </ul>	<ul style="list-style-type: none"> <li>- Original piece of art</li> <li>- Article published in a relevant database or 3 short articles, critiques published in recognized domestic or international magazines or newspaper (print or digital issue)</li> <li>- Solo exhibition (1 solo exhibition is equal to 5 collective)</li> <li>- Curated exhibitions</li> <li>- Artistic projects that are collaborative</li> <li>- Authoring an art book</li> <li>- Cross-media multidisciplinary project that cannot be evaluated only in one artistic area and belong to other artistic areas</li> </ul>	<ul style="list-style-type: none"> <li>- Documentary/News/Feature film director (adheres to recognized international production standards)</li> <li>- Documentary film director, short film director (One long is equal to three short videos/animations) (long movie: 30min+; short movie: 1-30)</li> <li>- Taking part in feature/documentary film (producer, scenario writer)</li> <li>- Taking part in feature/documentary film (assistant director, visual director, supervisor, advisor, etc.) (taking part in 3 movies is equal to 1 directed movie or 1 written scenario)</li> <li>- Cross-media multidisciplinary project that cannot be evaluated only in one artistic area and belong to other artistic areas</li> <li>- TV/Radio program/Theater play director/producer/creator</li> <li>- article published in a relevant database or 3 short articles, critiques published in recognized domestic or international magazines or newspaper (print or digital issue)</li> <li>- Taking part in TV/Radio program/Theater play (assistant director, visual director, scenario writer etc.)</li> </ul>	<p>The publicly presented form of artistic creativity in the field of architecture refers to the following categories listed according to relevance:</p> <ul style="list-style-type: none"> <li>(a) A piece of architecture</li> <li>(b) Participation in an architectural competition</li> <li>(c) Recognition in the field of architecture</li> <li>(d) Exhibition of pieces of architecture</li> <li>(e) Participation in the work of the jury in the competition in the field of architecture</li> <li>(f) Curatorial work at an architectural exhibition</li> <li>(g) Other activities in the field of architecture and culture (such as public review in the field of art and architecture, and similar)</li> </ul>

**Article 7**  
**(Substitution criteria and conditions)**

The substitution rules are only valid for regular promotion and cannot be used for an early one. The rules and conditions are stated in Table 3.

**Table 3: Substitution Criteria**

Item	Substitution	Condition(s)
Scientific article in relevant databases	Book chapter with a publisher listed in A category by CERES/EADI list.	No conditions.

**Article 8**  
**(Early promotion)**

- 1) A member of the academic staff in the title of assistant professor and associate professor has the right to be elected to a higher title even before the end of the period for which he was elected if he/she satisfies the following criteria:
  - a) for associate professor: at least three years passed after the last appointment, all criteria satisfied for the regular academic promotion with no substitutes, and additionally realized at least three publicly presented forms of artistic creativity with international recognition.
  - b) for full professor: at least four years passed after the last appointment, all criteria satisfied for the regular promotion with no substitutes, and additionally realized at least four publicly presented forms of artistic creativity with international recognition.
- 2) Assistant professors and associate professors who have been appointed to the same title can apply for earlier promotion without additional publications and after fulfilling the prescribed conditions for appointment to academic title.

**Article 9**  
**(Assumption on published article)**

- 1) In the process of appointment to academic title, a scientific article is considered published in the case an official certificate containing a DOI number has been issued by the publisher of the journal or an acceptance letter by the Editor indicating volume and number in which the article shall be published, i.e. if the article has been accepted for publication, where such certificate/acceptance letter must contain an indication of the expected publication date of the article.
- 2) The appointed academic staff member is obliged to submit proof of publication to the competent Dean no later than seven days from the date of publication, otherwise, in accordance with the Statute, the Dean initiates the procedure for revocation of the appointment, analogous to the procedure for revocation of the awarded title.

- 3) The Dean is obliged to establish a record of candidates whose articles have been accepted according to paragraph (1) of this article, and to instruct faculty secretary to monitor fulfillment of obligations of the appointed academic staff member in terms of obligations referred to in paragraph (2) of this article.
- 4) Within the promotion procedure, scientific articles which have been published in accordance with the paragraph (1) of this article can be accepted under conditions:
  - a) one article for the appointment to academic title of assistant professor;
  - b) two articles for the appointment to academic title of associate professor, and
  - c) three articles for the appointment to academic title of full professor.
- 5) In terms of this Procedure, any co-authored publication is regarded as authored work.

**Article 10  
(Application for Promotion)**

- 1) Application for academic promotion is prepared by individual academic staff member who is applying for promotion in the form of a file which contains:
  - a. application form,
  - b. cover letter,
  - c. CV,
  - d. promotion review dossier, in format given in Appendix 2,
  - e. a copy of the decision on the last appointment to the academic title i.e. confirmation of a higher education institution on the work experience for associate and full professor or appropriate diploma in the relevant field for other academic titles including a decision on professional recognition of higher qualification in case it's been obtained abroad (diploma validation for work in BiH),
  - f. print version of the scientific publications in artistic fields,
  - g. proof on recognition for successful work in the corresponding field of art,
  - h. presentation of the results in teaching,
  - i. proof on average grade score of 80 points in teaching and service achieved during the last academic appointment period, and
  - j. all other documents applicant deems relevant for the evaluation.

All information including publications must be submitted in both electronic form and hard copy.

**Article 11  
(Publication date and co-authorship)**

- 1) The proof of the publication date is considered as an official confirmation of the publication date written on the copy of the publication issued by the publisher.
- 2) In terms of this Procedure, any co-authored publications and papers are regarded as authored works.

**Article 12  
(Interpretation)**

- 1) Authentic interpretation of this Procedure is provided by the Senate.

**Article 13**  
**(Conflicting acts)**

- 1) By the enactment, all by laws contrary to this Procedure will not be any more in the force.

**Article 14**  
**(Entry into force and transitional period)**

- 1) The Procedure will enter into force upon the date of its adoption.
- 2) Current IUS academic staff who have been elected according to the old rules ([see here](#)) may choose to be evaluated to the same or higher academic title according to the old or new rules. All future IUS academic staff will be evaluated according to the new rules.
- 3) The right from paragraph (2) of this article applies only to one election period in the same or higher academic title.

**RECTOR**

**Prof. Dr. Ahmet YILDIRIM**

**Appendices:**

**Appendix 1 - Promotion of academic staff evaluation form**

**Appendix 2 - Promotion review dossier**

**Appendix3 - Relevant scientific/artistic databases**

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**To be delivered to:**

**1 x Secretary General**

**1x Academic staff**

**1x QA Office**

**1x a/a**

## **Appendix 1 – Promotion of academic staff: evaluation form - An Imaginary Example**

**Applicant's full name: Jane Doe**

**Applicant's academic rank: Assistant Professor**

**Applicant's field: Visual Arts**

### **I. SUMMARY OF FINDINGS:**

1. Jane Doe spent one full election period under academic title of assistant professor at IUS.
2. Six publicly presented forms of artistic creativity
3. Published two articles in relevant databases and three short critiques published in recognized international magazine
4. One solo exhibition
5. One book.
6. Completed one project (project(s) details and applicant's role).

### **II. REQUIREMENTS FOR PROMOTION TO ASSOCIATE PROFESSOR:**

- degree of the second cycle of studies or completed post-graduate studies according to the pre-Bologna system of study;
- spent at least one elective period as assistant professor;
- five publicly presented forms of artistic creativity;
- recognition for successful work in the corresponding field of art;
- demonstrated results in teaching.

### **III. EVALUATION OF THE PROMOTION PACKAGE:**

#### **A. Election Period: Sep/15/2018 – Sep/14/2023**

Jane Doe has been teaching in the position of Assistant Professor in the artistic field of *Visual Arts* at IUS since September 15<sup>th</sup>, 2018.

#### **B. Publicly presented forms of artistic creativity**

#### **C. Recognition for successful work**

#### **D. Evaluation of the academic staff's work activities**

### **IV. REVIEW OF THE FENS DEAN'S OFFICE**

### **V. CONCLUSION**

# PROMOTION REVIEW DOSSIER

## An Imaginary Example

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(Applicant's academic rank)

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(Applicant's full name)

To be considered for promotion to

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Department of Visual Arts and Visual Communication Design  
International University of Sarajevo

Submitted: April 15, 2023

Period covered: September 15, 2018 – September 14, 2023

**TABLE OF CONTENTS**

**Contents**

**1. CANDIDATE INFORMATION..... 3**

**1A. Personal..... 3**

**2. TEACHING PORTFOLIO ..... 4**

**2A. Candidate’s Teaching Portfolio..... 4**

**3. ARTISTIC PORTFOLIO..... 5**

**4. SERVICE PORTFOLIO..... 7**

## 1. CANDIDATE INFORMATION

### 1A. Personal

1A.1 Name Surname:

1A.2 Degrees:

University, Country	Program	Degree / Date
Hacettepe University, Ankara, Turkey	Visual Arts and Visual Communication Design	BS 1993
University of Michigan, Ann Arbor, USA	Visual Arts and Visual Communication Design	MS 1997
University of Michigan, Ann Arbor, USA	Visual Arts and Visual Communication Design	PhD 2001

1A.3 Positions at IUS

Associate Professor in the field of *Visual Arts*

September 2010 - Present

1A.4 Positions at other institutions or organizations

Position / Title	Program / Unit	University /Institution	Dates
Associate Professor	Visual Arts	Un. of California,Irvine	Oct. 2009 – Sept. 2010
Assistant Professor	<i>Visual Arts</i>	Un. of California,Irvine	Oct. 2005 – Oct. 2009
Postdoctoral research fellow	<i>Visual Arts</i>	Un. of California, Los Angeles	Sept. 2003 – Oct. 2005
Teaching Assistant	<i>Visual Arts</i>	Un. of California,Irvine	Sept. 1997 – June 2001

1A.5 Honors and Awards

1. Fulbright Exchange Program / Hubert Humphrey Program Fellowship, 2016/2017

Academic component: AY 2016/2017 Penn State University, State College (PA) USA

Professional Development Component: March-June 2019,

Frog - a global design and strategy firm, San Francisco (CA), USA



## 2. TEACHING PORTFOLIO

### 2A. Candidate's Teaching Portfolio

#### 2A.1 Candidate's contributions to teaching and courses taught at IUS

2014-2020						
Semester	Course Code	Course Title	Candidate Evaluation	FASS Average	IUS Average	Resp./Enrol.
Fall 2014 (scale 1-5)	VA415	Design Studio	4.21	4.26	4.21	50%
Spring 2015 (scale 1-5)	VA303	Typography I	4.98	4.42	4.21	25%
2015-2016						
Semester	Course Code	Course Title	Candidate Evaluation	FASS Average	IUS Average	Resp./Enrol.
Fall 2015 (scale 1-5)	VA201.2	Visual Language I	4.90	4.33	4.38	12.5%
	VA501	Studio Project I	5.00	4.33	4.35	29.85% (IUS level)
Spring 2016 (scale 1-5)	VA304	Typography II	4.37	4.30	4.25	40.27% (IUS level)
	VA334	Packaging Design	5.00			
	VA490	Bachelor Thesis	4.65			
	VA502	Studio Project II	4.94			
<b>2016-2017</b> USA, Fulbright Scholarship						
2017-2018						
Semester	Course Code	Course Title	Candidate Evaluation	FASS Average	IUS Average	Resp./Enrol.
Fall 2017 (scale 1-4)	VA303	Typography I	2.07	3.54	3.16	100%
	VA415	Design Studio I	3.48			72.72%
Spring 2018 (scale 1-4)	No data on student survey results			3.39	3.25	N/A
2018-2019						
Semester	Course Code	Course Title	Candidate Evaluation	FASS Average	IUS Average	Resp./Enrol.
Fall 2018 (scale 1-4)	VA303	Typography I	3.30	3.52	3.40	84.21%
	VA415	Design Studio I	2.81			68.75%
Spring 2019 (scale 1-4)	VA406	User Experience Design (UX Design)	3.98	3.42	3.31	85.71%

## 2A.2 New courses introduced at IUS

- VA208 Contemporary Art Expression I
- VA337 Contemporary Art Expression II
- VA347 Motion Picture Photography
- VA339 Illustration Studio
- VA344 History of Graphic Design
- VA406 User Experience Design (UX Design)

## 2A.3 PhD Students Mentored

Sadi Yalınz, *Thesis Title*, 2007, Univ. of California, Irvine

Doğukan Selim, *Thesis Title*, 2014 (IUS)

## 2A.4 MS Students Mentored

Sadi Yalınz, *Thesis Title*, 2007, Univ. of California, Irvine

Doğukan Selim, *Thesis Title*, 2014 (IUS)

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## 3. ARTISTIC PORTFOLIO

### 3A. Candidate's Artistic Contributions

#### 3A.1 Publicly presented forms of artistic creativity (artistic portfolio should be submitted in PDF format)

##### 3A.1.1 Field of Design

- Original design, artwork or animation
- Article published in relevant databases or three short articles, critiques published in recognized domestic or international magazines or newspaper (print or digital issue)
- Solo exhibition (1 solo exhibition is equal to 5 collective)
- Project leader or part of the team for 3 projects (1 project leader is equal to 3 projects where a candidate took part)
- Authoring an art book
- Cross-media multidisciplinary project that cannot be evaluated only in one artistic area and belong to other artistic areas

##### 3A.1.2 Filed of Fine Arts

- Original piece of art
- Article published in a relevant database or 3 short articles, critiques published in recognized domestic or international magazines or newspaper (print or digital issue)
- Solo exhibition (1 solo exhibition is equal to 5 collective)
- Curated exhibitions

- Artistic projects that are collaborative
- Authoring an art book
- Cross-media multidisciplinary project that cannot be evaluated only in one artistic area and belong to other artistic areas

### **3A.1.3 Field of Film and Drama**

- Documentary/News/Feature film director (adheres to recognized international production standards)
- Documentary film director, short film director (One long is equal to three short videos/animations) (long movie: 30min+; short movie: 1-30)
- Taking part in feature/documentary film (producer, scenario writer)
- Taking part in feature/documentary film (assistant director, visual director, supervisor, advisor, etc.) (taking part in 3 movies is equal to 1 directed movie or 1 written scenario)
- Cross-media multidisciplinary project that cannot be evaluated only in one artistic area and belong to other artistic areas
- TV/Radio program/Theater play director/producer/creator
- Article published in a relevant database or 3 short articles, critiques published in recognized domestic or international magazines or newspaper (print or digital issue)
- Taking part in TV/Radio program/Theater play (assistant director, visual director, scenario writer etc.)

### **3A.1.4 Architecture**

The publicly presented form of artistic creativity in the field of architecture refers to the following categories listed according to relevance:

- A piece of architecture
- Participation in an architectural competition
- Recognition in the field of architecture
- Exhibition of pieces of architecture
- Participation in the work of the jury in the competition in the field of architecture
- Curatorial work at an architectural exhibition
- Other activities in the field of architecture and culture (such as public review in the field of art and architecture, and similar)

**3B. Recognition for successful work in the corresponding field of art (proof of recognition for successful work in the corresponding field of Art should be submitted in PDF format together with artistic portfolio)**

## **3C. Publications**

### **3C.1 Books**

1. NAME Surname "Book title", Publisher. First edition. ISBN: xxx-xxxxxxx; Publish Date: April 15<sup>th</sup>, 2011.

### **3C.2 Book Chapters**

1. NAME Surname "Chapter title", in "Book title", Editors (Eds.), Publisher, pp. 33-53, First Edition, ISBN xxx-xxxxxxx, 2006 (INDEXED in ...).

### **3C.3 Journal Papers**

1. NAME Surname, Y.-H. Kao, X. D. Cao, S. Chaikamnerd, J. K. Andersen, and M. N. Islam, "Article title", Journal title, 10, 1, pp.153-155, 1998, (INDEXED in ...).

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### **3C.4 Conference Publications (papers published in conference proceedings)**

1. NAME Surname, and M.N. Islam, "Article title" Conference proceedings title, p.185-189, 2020, (INDEXED in ...).

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### **3C.5 Other Academic Publications or Work**

1. ....

## **4. SERVICE PORTFOLIO**

### **4A. Candidate's Service Portfolio**

#### **4A.1 List of professional services and activities**

- Multiyear repeating member of artistic committees conferences
- Session chair, COMMDES an annual meeting, Communication Design, October 2005.
- Symposium chair, COMMDES Summer topical meeting, Ultrafast optics, July 2005.
- Committee member for 2007 Contemporary design industry conference, 2007-2010

Additionally, I delivered several public lectures in international events such as, Photonic winter school, in Trento, Italy, in public institutions such as Cal-Sate, Pomona, and UC, San Diego and companies such as JPL.

#### **4A.2 List major committee assignments in the Department, College, and/or University**

*Graduate Admission Committee:* Served as member in 2007, 2008 and 2009 to evaluate over 400 applications per year in circuits and devices area, evaluated nominations for fellowships, and departmental awards such as dissertation fellowships etc.

*Prelim and Ph.D. Committees:* Served as MA prelim committee member in 2006 and from 2008-2010. Involved as committee member for MA theses for several students from school of Design

#### **4A.3 List administrative duties at IUS**

Department Chair of Visual Arts and Visual Communication Design, since 2011

**4A.4 Describe mentoring activities involving research faculty and/or post-doctoral scholars**

During the review period, I supervised one postdoctoral scholar from China and two visiting scholars from Turkey and China. Additionally, I supervised one junior specialist from Japan.

**4A.5 Any other relevant or useful activities or duties at IUS**

## Appendix 3 – IUS Recognized Publications

**Table 3: IUS Recognized publications**

1	AATA (Art and Archaeology Technical Abstracts);
2	ABC-CLIO (America: History and Life Abstracts);
3	ABI/INFORM;
4	ABN: Australian Heritage Bibliography
5	ABS&EES (American Bibliography of Slavic and East European Studies);
6	Academic Journals Database;
7	Academic Search Premier;
8	Acarindex;
9	Accounting and Finance-Abstracts;
10	ACM Computing Reviews;
11	ACM Digital Library
12	Advanced Science Index;
13	AEI (Australian Education Index);
14	AgeInfo on the Web;
15	Akademik Dizin;
16	Aluminium Industry Abstracts;
17	American Humanities Index = Humanities International Complete;
18	Analytical Abstracts;
19	Anthropological Index;
20	Anthropological Literature;
21	Applied Mechanics Reviews;
22	Arastirmax - Scientific Publication Index;
23	Architectural Periodicals Index;
24	Architectural Publications Index;
25	Archnet
26	ARI (Academic Resource Index);
27	Art & Architecture Complete
28	Art and Architecture Source
29	Art Index
30	Art Store
31	ARTI Australian Transport Index

32	Arts & Humanities Citation Index;
33	ASFA (Aquatic Sciences & Fisheries Abstracts);
34	ASOS Index (Academia Social Science Index);
35	ASOS Index (Akademia Sosyal Bilimler İndeksi);
36	ASSIA – Applied Social Sciences Index and Abstracts;
37	ASSIA (Applied Social Science Index & Abstracts);
38	Avery Index to Architectural Periodicals;
39	BAS (Bibliography of Asian Studies);
40	BASE-Bielefeld Academic Search Engine;
41	Batiment;
42	BEDP Environmental Design Guide Online
43	BHI (British Humanities Index);
44	Bibliographia Cartographica;
45	Biological Abstract;
46	BIOSIS Previews;
47	BIOSIS; Biotechnology Citation Index, CAB Abstracts (sve baze podatka), Chemical Abstracts;
48	Biotechnology Abstracts;
49	BMT Abstract (British Maritime Technology);
50	British Education Index;
51	British Nursing Index;
52	C Data Online
53	CAB Abstracts;
54	Cabell's International;
55	CABI;
56	CAD/CAM Abstracts;
57	Caredata Abstracts;
58	CEEOL: Central and Eastern European Online Library;
59	Chemical Abstract;
60	Chemical Engineering Abstracts;
61	Chemical Engineering and Biotechnology Abstracts;
62	Chemical Safety Newsbase;
63	Chemischer Informationsdienst;

64	ChemPrep
65	CIJE (Current Index to Journals in Education);
66	Citefactor: Academic Scientific Journals;
67	CITSEERX;
68	Civil Engineering Abstracts;
69	Clarivate Analytics
70	Clinical Pharmacology;
71	COBISS;
72	Compendex;
73	CompuScience,
74	Computer and Information Systems Abstracts;
75	Computer Literature Index;
76	Computing Reviews;
77	Contemporary Women's Issues;
78	Contents Pages in Education;
79	Corrosion Abstracts;
80	Criminal Justice Abstracts;
81	Criminal Justice Periodical Index;
82	Criminology, Penology and Police Science Abstracts;
83	CSA – Cambridge Scientific Abstracts;
84	CSA – Social Services Abstracts;
85	CSA (Cambridge Scientific Abstract);
86	CSA (Environmental Science and Pollution Management,Risk Abstracts,Aeline);
87	CSA (Worldwide Political Science Abstracts);
88	CumInCAD
89	Cumulative Index to Nursing and Allied Health Literature CINAHL;
90	Current Bibliography on Science and Technology;
91	Current Chemical Reactions Database
92	Current Chemical Reactions
93	Current Contents / Agriculture, Biology & Environmental Sciences
94	Current Contents / Arts & Humanities
95	Current Contents / Clinical Medicine
96	Current Contents / Engineering, Computing & Technology



97	Current Contents / Life Sciences
98	Current Contents / Physical, Chemical & Earth Sciences
99	Current Contents / Social & Behavioral Sciences
100	Current Contents Collections / Business Collection
101	Current Contents Collections / Electronics & Telecommunications Collection
102	Current Geographical Publications;
103	Current Law Indeks;
104	Current Legal Theory;
105	DAAI (Design and Applied Arts Index);
106	DAIJ (Directory of Abstract Indexing for Journals);
107	Database Francis,
108	DBLP (Computer Science Bibliography)
109	Dietrich's Index Philosophicus;
110	DOAJ: Directory of Open Access Journals;
111	DOIS – Documents in Information Science;
112	Dokumentation Wasser;
113	DRJI (Directory of Research Journals Indexing);
114	EBSCO: Humanities International Complete;
115	EBSCOhost: Business Source Premier;
116	EBSCOhost;
117	EconLit – American Economic Association's electronic database;
118	Econlit;
119	Education Abstracts
120	Educational Administration Abstracts
121	Educational Research Abstracts Online (ERA)
122	Elsevier Bibliographic datebases;
123	Elsevier Scopus
124	EMBASE – Excerpta medica;
125	Emerging Sources Citation Index
126	Energy Science and Technology;
127	Engineered Materials Abstracts;
128	ENGINEERINGINDEX/COMPENDEX
129	Enviroeng;

130	Environmental Abstracts
131	Environmental Periodicals Bibliography;
132	ERIC – Educational Resources Information;
133	ERIC (Educational Resources Information Center);
134	ERIH-PLUS,
135	Eurasian Scientific Journal Index (ESHI)
136	Eurasian Scientific Journal Index,
137	European Legal Journal Indeks;
138	Expanded Academic ASAP
139	Factiva (Australian and overseas media coverage)
140	Film Literature Index (FLI)
141	FLUIDEX;
142	Food Science and Technology Abstracts;
143	Food Sciences and Technology Abstracts
144	Francis, Geobase, Human Resources Abstracts;
145	Garden, Landscape & Horticulture Index
146	Gender Watch;
147	Geo Struct Info;
148	Geoarchive;
149	GeoBase
150	Geobase;
151	GEOBASE;
152	Geographical Abstracts
153	Geoinformation and Landmanagement;
154	GEOLOGICAL ABSTRACTS
155	GEOPHOKA;
156	Georef;
157	Geosystems GeoArchive
158	Geotechnical Abstracts;
159	Google Scholar,
160	Greenfile (covers human impact on the environment)
161	Healt Source: Nursing / Academic Edition;
162	Health and Safety Science Abstracts;

163	Health Safety and Science Abstracts
164	Health Source: Consumer Edition;
165	Historical Abstracts;
166	Hospitality and Tourism Index
167	HRIS Abstracts;
168	Humanities Index
169	Humanities International Index,
170	Humanities Source
171	IBSS (International Bibliography of the Social Sciences);
172	IBZ (International Bibliographie der Zeitschriftenliteratur)
173	ICONDA;
174	IEEE Xplore
175	Index Chemicus
176	INDEX COPERNICUS
177	Index Copernicus e-Journals Database
178	Index Copernicus,
179	Index Islamicus
180	Index to Foreign Legal Periodics;
181	Index to Jewish Periodicals
182	Index to Legal Periodicals & Books;
183	InfoBase Index (II)
184	InfoBase Index,
185	Information Science Abstracts (ISA);
186	Information Science and Technology Abstracts (ISTA)
187	INSPEC;
188	International Abstracts of Human Resources
189	International Civil Engineering Abstracts;
190	International Development Abstracts
191	International Labour Documentation;
192	International Logistics Abstracts
193	International Petroleum Abstracts / Offshore Abstracts;
194	International Scientific Indexing (ISI)
195	ISI Chemistry Reaction Center

196	ISI Proceedings;
197	J-GATE,
198	Journal Index (JI)
199	Journal of Economic Literature;
200	Journal TOCs
201	JSTOR
202	Key to Economic Science
203	Lancaster Index to Defence and International security Literature Languages)
204	Left Index
205	Legal Journal Abstracts
206	Legal Trac
207	Library, Information Science & Technology Abstract (LISTA);
208	Linguistic Abstracts Online
209	Linguistic and Language Behavior Abstracts
210	LISA (Library Information Science Abstracts)
211	Master FILE Premier;
212	MathScinet;
213	MEDLINE;
214	MINERALOGIC ABSTRACTS;
215	MLA International Bibliography;
216	Multicultural Education Abstracts,
217	NCJRS – National Criminal Justice Reference Service Abstracts Database;
218	Neue Kriminologische Literatur;
219	Newspaper Source;
220	Nutrition Abstracts & Reviews;
221	OAJI (Open Academic Journal Index);
222	OAJI: Open Academic Journals Index;
223	Oceanographic Literature Review;
224	OCLC WorldCat;
225	Old Testament Abstracts;
226	Ottomanist's Domain;
227	Oxford Journals
228	PAIS International (Public Affairs Information Service);

229	Pak Academic Search;
230	Periodicals Contents Index;
231	Philosopher's Index;
232	Pidgeon Digital (Recordings of illustrated talks by architects and designers)
233	Population Demographics;
234	Proquest Central
235	ProQuest CSA (Cambridge Scientific Abstract)
236	Psych-INFO;
237	PsycLit (Psychological Abstracts);
238	Psysical Education Index;
239	RASB (Russian Academy of Sciences Bibliographies);
240	Reaction Citation Index
241	Referativnyj Žurnale Geografija (Akademija nauk Rusije, Institut naučnoih informacii, Moskva, Russia), Agris, Agricola, Aquatic Sciences and Fisheries Abstracts;
242	Regional Business News;
243	Religious and Theological Abstracts;
244	Research Higher Education Abstracts;
245	ResearchBib Academic Resources Index;
246	RIBA INDEX (Architectural Periodicals Index API
247	RILM Abstracts of Music Literature (Repertoire International de Litterature Musicale)(1967);
248	ROAD: Directory of Open Access Scholarly Resources;
249	Sage Urban Studies Abstracts;
250	Scholarsteer;
251	SCI – Expanded;
252	Science Abstract;
253	Science Citation Index Expanded
254	Science Citation Index,
255	Science Direct (Elsevier)
256	Science Impact Factor
257	Scientific Indexing Services;
258	SCImago
259	SCISEARCH;
260	Scopus

261	Shock and Vibration Digest;
262	Sirus (searches for academic internet sites)
263	SIS (Scientific Indexing Services);
264	Social Science Citation Index;
265	Social Services Abstracts;
266	SocINDEX with Full Text;
267	Sociofile;
268	Sociological Abstracts;
269	Sociology of Education Abstracts;
270	Socolar;
271	Special Education Needs Abstracts;
272	SpringerLink
273	SSRN (Social Science Research Network);
274	Studies on Women and Gender Abstracts;
275	Textile Technology Digest;
276	The Avery Index to Architectural Periodicals;
277	The International Civil Engineering Abstracts database (bivša CITIS);
278	The International Index to Film Periodicals -Plus (FIAP-Federation Internationals des Archives du Film);
279	Theoretical Chemical Engineering Abstracts;
280	Thomson Reuters
281	Top Management Abstracts = Anbar Electronic Intelligence and Behavioral Sciences and Software;
282	Travaux Public;
283	TRIS;
284	TÜBİTAK ULAKBİM Sosyal Bilimler Veri Tabanı;
285	TÜBİTAK ULAKBİM TR Dizin;
286	Turkish Education Index/Türk Eğitim İndeksi;
287	United States Political Science Documents;
288	Urban Studies Abstracts;
289	Violence& Abuse Abstracts;
290	VITINI;
291	Water Resources Abstracts;
292	Web of Science (SCI, SSCI, AHCI);

293	Wilson Art Index;
294	Wilson Humanities Index;
295	Wilson Omnifile;
296	Wilson Social Sciences Full Text;
297	Women's Studies International;
298	World Agricultural Economics and Rural Sociology Abstract;
299	World Aluminum Abstracts;
300	World Surface Coatings Abstracts;
301	World Textiles;
302	Worldwide Political Science Abstract;
303	ZBD;
304	Zentralblatt MATH;
305	Zoological Record
306	ZORA: Zurich Open Repository and Archive;
307	NCBI
308	PubMed